

**Minutes of the meeting of the
Mount Vernon City Library Board of Trustees
June 2, 2016**

Board members present: Katy Armagost, Bill Craig, Margaret Redfern, Frank Repplier and Hal Verrell.

Library staff present: Director Brian Soneda, Deputy Director Sara Holahan (part) and Support Services Supervisor Anita Thornton (part).

A. Call to order: Mr. Craig called the meeting to order at 5:33 PM. He thanked Mr. Verrell for chairing the last two meetings.

B. Approval of minutes from the May 5, 2016 meeting: Mr. Verrell moved that the minutes of the May 5, 2016 meeting be approved as submitted. Ms. Armagost seconded the motion; all were in favor.

C. Visitors: Mayor Jill Boudreau. Mayor Boudreau swore in Ms. Armagost and welcomed her to the Library Board of Trustees.

D. Surplus Material: Ms. Armagost asked whether materials were withdrawn at relatively even rate. Mr. Soneda responded that withdrawals actually happened at what looked like a very uneven rate, but this was to be expected as “weeding” was done based on priorities such as staff time availability and upcoming book sales. He assured Ms. Armagost that this process was nevertheless done in an organized and thoughtful manner. Mr. Verrell then moved that items withdrawn between May 4, 2016 and May 26, 2016 be declared surplus and transferred to the Friends of the Mount Vernon Library. Ms. Redfern seconded the motion; all were in favor.

E. Budget Reports: Mr. Soneda reported that spending was roughly on pace, with some exceptions that were to be expected. Mr. Verrell asked if the Postage line was not an issue; Mr. Soneda thanked Mr. Verrell for bringing this up, as Postage was indeed a line that was overspent on a prorated basis and would clearly go over-budget by the end of the year. Staff would need to address that in the next budget cycle, as business requiring postage, including Interlibrary Loan, was increasing. Ms. Armagost asked about the possibility of limiting the number of Interlibrary Loans any individual could make at one time might help address postage cost escalation; Mr. Soneda responded that this was one option staff could look into in the future.

F. Approval of Disbursements: Mr. Verrell moved that disbursements from Period 5 in the amount of \$15,238.00 be certified as reviewed. Mr. Repplier seconded the motion; all were in favor.

G. Monthly statistical reports: Mr. Soneda described May as a good month statistically in most areas and a “relief” after several consecutive months of disappointing statistics.

There were some questions about statistics referring to parenting books and the telescope checkout program.

H. Director's Reports:

a. 2016 Library Goals, progress report. Mr. Soneda shared a brief progress report on the 2016 Goals, noting that the library was doing quite well in achieving or working on action items. A question about new projects with SPEEA (Society of Professional Engineering Employees in Aerospace) came up and Mr. Soneda shared that Scott Correa, SPEEA member and former library trustee, had been in contact with staff about a possible new SPEEA grant application.

b. Safety and Security in library and surrounding areas. The library's Support Services Supervisor, Anita Thornton, joined the meeting (Ms. Holahan left at this time) and after a brief introduction by Mr. Soneda, Ms. Thornton presented her thoughts, and as the staff member who volunteered to represent staff on this issue, staff's thoughts on safety and security issues facing both staff and public. She noted that she had worked at the library for thirty-two years, longer than any other staff member, and felt that the last year had been different, with a higher level of belligerent patrons, including those with mental illness and substance abuse issues, as well as drug deals. Additionally, loitering in the parking lot and near library entry area was clearly affecting public perception of comfort at the library. Trustees shared their concern and discussion turned to potential responses. Mr. Soneda noted that he was impressed by and appreciative of the concern and support from City Hall and MVPD on safety and security issues over the last year. Security cameras and the idea of hiring a security guard came up. Mr. Craig agreed with Ms. Thornton, that the level of actual and certainly perceived danger had increased at and around the library over the last year, and said that he was a strong advocate for surveillance cameras. He also supported at least a discussion of the hiring of an unarmed but uniformed security guard. After further discussion, Mr. Craig asked if other trustees supported the idea of a letter from the board of trustees to Mayor Boudreau expressing trustees concerns. Mr. Verrell moved that the trustees vote to approve the drafting of such a letter for future consideration by the board for signing and then sending to the mayor. Ms. Redfern seconded the motion; all were in favor. Mr. Craig stated that he would draft such a letter and share with trustees for consideration at the next meeting.

c. Outreach (100 year anniversary). Mr. Soneda shared more about the Celebrating a Century of Service project, including more information about the July 30 Centennial Social event, which now would align with the visit to Mount Vernon by the New Old Time Chautauqua (NOTC) group on the same day. He invited trustees to a presentation by NOTC director Paul Magid on June 20, at which time Mr. Magid would talk about the original Chautauqua movement and the revival he was involved with. In addition, Mr. Magid would share more information about the July 30 visit of NOTC to Mount Vernon.

d. Staffing update. Mr. Soneda reported that two part-time Public Services Assistants had recently joined the library staff. Caitlen Richardson replaced Margie Adams, who resigned to take a dream job in Alaska; Lyn Smith joined staff as a three month temporary hire, filling in while another staff member was on family leave.

e. other. Mr. Soneda invited trustees to attend the next Library Update to City Council on June 8, noting that Youth Services Librarian Beth Bermani would help present that update. Mr. Soneda also invited trustees to attend the Elks sponsored showing of *The Princess Bride* (at the Lincoln Theatre) and BBQ/Ice Cream Social that followed in Pine Square on June 11.

I. Around the Table:

Mr. Verrell commended the Anacortes Public Library for their recent community survey, which he noted was “quite good.” He recommended that Mount Vernon consider doing a similar survey, which Mr. Soneda noted would align well with 2016 library goals.

Ms. Redfern noted that she volunteered at the library’s booth at Farmers Market and despite the rain, felt it was a good opportunity to showcase the library.

Mr. Replier noted that he had a recent difficulty using self check, which was the first time this had happened; ordinarily self check worked very well for him and he considered it a real service offered by the library. Mr. Replier also commended Mr. Soneda’s “commitment” to community involvement on behalf of the library, as reflected by the many public meetings listed in his monthly report.

Ms. Armagost was also impressed by the number of public meetings listed in the director’s report. She expressed gratitude for the opportunity to serve on the library board. She noted that she would be out of town later in June but back in time for the July meeting.

J. Board Chair’s Report: Mr. Craig shared that he was serving on a committee looking into homeless services. In his work with Home Trust, he had become even more aware of the connection between many of the issues that factored into the spirited discussion among trustees about the safety and security subject, among them homelessness, affordable housing, mental health and substance abuse.

K. Adjournment: There being no further business, the meeting was adjourned at 6:56 PM. The next meeting of the board of trustees will be on Thursday, July 7, 2016 at 5:30 PM at the library.

Minutes by Brian Soneda, Library Director